



TAHOE-TRUCKEE SANITATION AGENCY

A Public Agency
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Directors

Blake Tresan: President
Scott Wilson: Vice President
Dale Cox
Dan Wilkins
David Smelser
General Manager
Richard Pallante

BOARD OF DIRECTORS REGULAR FINANCE COMMITTEE MEETING MINUTES

January 10, 2024

I. Roll Call:

The regular meeting of the Tahoe-Truckee Sanitation Agency Finance Committee was called to order at 8:07 AM. The meeting was conducted in person. Roll call followed.

Directors Present: Blake Tresan, TSD
Scott Wilson, NTPUD

Staff Present: Richard Pallante, General Manager
Michelle Mackey, Accounting Supervisor
Roshelle Chavez, Executive Assistant/Board Clerk
Celeste Graves, Administrative Department

Public Present: Shawn Koorn, HDR Engineering, Inc. (via teleconference)

II. Public Comment

There was no public comment. No action was taken by the Finance Committee.

III. Approval of the Minutes

MOTION by Director Wilson **SECOND** by Director Tresan to approve the October 10, 2023, minutes of the Finance Committee meeting; unanimously approved.

The Finance Committee approved the motion by the following vote:

AYES: Directors Wilson and Tresan.
NOES: None
ABSENT: None
ABSTAIN: None

Motion Approved.

IV. Approval of General Fund Warrants.

MOTION by Director Tresan **SECOND** by Director Wilson to approve the General Fund Warrants; unanimously approved.

The Finance Committee approved the motion by the following vote:

AYES: Directors Wilson and Tresan.
NOES: None
ABSENT: None
ABSTAIN: None

Motion Approved.

V. **Approval of Financial Statements.**

Staff reviewed the Financial Statements with the Finance Committee. The Committee requested changes made to the presentation of the Financials at the Finance Committee review level as well at the final Board Presentation review. The Committee would like to see additional graphs, Fund 6 Revenue line item, and graphs for the cash statement.

MOTION by Director Wilson **SECOND** by Director Tresan to approve the Financial Statements; unanimously approved.

The Finance Committee approved the motion by the following vote:

AYES: Directors Wilson and Tresan.
NOES: None
ABSENT: None
ABSTAIN: None

Motion Approved.

VI. **Financial Reporting**

The Finance Committee skipped this item as it was covered within Financial Statement approval.

VII. **Discussion and Review of Agency Connection Fee Study.**

Shawn Koorn presented the recent update of the Agency Connection Fee Study. Staff and the Finance Committee discussed the plan of action for the January 17th Board of Directors meeting.

VIII. **Discussion and Review of Financial Approval Process At Board Level**

Pull approval of Financial Statements from Consent Agenda to Regular Agenda for full Board Approval. It should be a 10,000ft overview of finances of where we are in comparison to Budget that takes 3-5 minutes to review. Staff should have a boiler plate ready for review at the next Finance Committee meeting for approval to roll out in February. Bank statements should be pulled immediately from online postings and only for in person Committee review.

IX. **Meeting Review and Staff Direction.**

Next meeting February 13th, 2024. Please send calendar invite reminders.

X. **Adjournment**

There being no further business, the Finance Committee meeting was adjourned at 9:09 AM.

By: 

Roshelle Chavez
Executive Assistant/Board Clerk

Date
Approved: 2/13/24